



**The Institute of Chartered Accountants of India**  
(Set up by an Act of Parliament)

**SETU**  
**(WOMEN EMPOWERMENT)**  
**BRIDGING BETWEEN WOMEN MEMBERS**  
**OF ICAI AND PRACTICING CA FIRMS**

**AN INITIATIVE UNDERTAKEN BY THE COMMITTEE FOR  
CAPACITY BUILDING OF MEMBERS IN PRACTICE (CCBMP)**



# COMMITTEE FOR CAPACITY BUILDING OF MEMBERS IN PRACTICE (CCBMP)

## PROFILE

### OVERVIEW

The Committee for Capacity Building of Members in Practice (CCBMP) is a non-standing Committee of the Institute of Chartered Accountants of India formed under regulatory provisions of Chartered Accountants Act, 1949. This Committee was formed in the month of February, 2010 under nomenclature 'Committee for Capacity Building of CA Firms and Small & Medium Practitioners' (CCBCAF & SMP) by combining previously formed Committees, Committee for Capacity Building of CA Firms and Committee for Small & Medium Practitioners. Initially, this Committee was thought to establish for facilitating consolidation and capacity building of CA firms in order to address various problems faced by CA firms and to conceptualize and implement various means for strengthening their capacity as well as providing comprehensive guidelines for consolidation of CA firms. Similarly, Committee for Small & Medium Practitioners was formed in 2009 to empower Small & Medium Practitioners to assimilate and apply ways for carrying out their profession in efficient manner. Thus the ultimate objective of the Committee is to strengthen CA firms as well as Small & Medium Practitioners to rejuvenate their practice portfolio.

Bearing above objective, the prime duty of the Committee is to create awareness amongst CA firms on capacity building through consolidation by networking, merger & setting up management consultancy services firm and popularizing the concept of union through arranging workshops, symposia and summit on the benefits of consolidation and endurance to better accounting, auditing and ethical standards. The Committee assists Small & Medium Practitioners in improving their visibility amongst the business community and also attempts to create additional professional opportunities for them.

In tune to vision of ICAI which is 'The Indian Chartered Accountancy Profession' will be the valued trustees of world class financial competencies, good governance and competitors, the committee has its motto for Capacity Building of Indian CA firms through consolidation and empowering small & medium practitioners by developing and upgradation of their professional competence. Accordingly, the Committee has following issues to deal with;• Preparation of code for consolidation of CA firms.

- Identifying means and ways for empowering SMPs.
- Upgrading and updating the knowledge and skills set on standard practice.
- Developing practice areas for SMPs.
- Identifying Role of SMPs in emerging areas.
- Developing technical material to facilitate practice in new areas of profession.
- Facilitation on IT savvy office management and audit tools for CA firms & SMPs.
- Re-engineering of profession and establishment of CA Firms with sound infrastructure and finance.
- Arrangement of social security & insurance protection for Practitioners & CA Firms



# Setu-Women Empowerment

Committee for Capacity Building of Members in Practice of ICAI!!

## SETU-Bridging between Practicing CA Firms and Women Members of ICAI

An Initiative from the Committee for Capacity Building of Members in Practice (CCBMP) of ICAI!!

The Committee is planning to organise the 2 days programme for the purpose of Woman Empowerment along with a recruitment drive in Regional Councils/Branches. Apart from the regular Programmes/ Seminars of Women Empowerment, the Committee intends to organize Setu Programme all across India. The details of such Programmes with core segments for organising the same are appended herewith. The Committee is also planning to organise the SETU Programme along with the programmes appended below. The modalities of SETU programme i.e. recruitment drive for Women Members will be shared in due course along with a regular programme.

### SETU PROGRAMME FOR WOMEN MEMBERS

<b>Duration</b>	2 Days Programme	minimum 15-20 Women members (For small & medium Branches) minimum 25-30 Women members (For Large & Mega Branches)
<b>CPE</b>	12 hrs	
<b>highlights</b>	<ul style="list-style-type: none"> <li>For women members who want to start their own practice and have taken a break from their career and want to return to their profession.</li> <li>Providing linkage between Woman Members &amp; CA Firms and arrangement of a platform through the Women members portal</li> <li>Arrangement of recruitment drive in CA Firms for the Women Members as per their choice of location</li> <li>Opportunities to Women Members, Platform for submitting Resumes to the Sub-Group, Opportunities to Join Local Firms to work on Full Time/Part Time basis.</li> <li>Enriching the Knowledge &amp; Overall confidence building of Women Members by keeping them abreast with the latest amendments.</li> </ul>	
<b>Course Content</b>	<ol style="list-style-type: none"> <li>Direct Tax – Overview/Online Filing of Income Tax/TDS Returns/Important Provisions under Income Tax Act /Assessment/Notices/Rectification</li> <li>Accounts &amp; Auditing – Important Provisions under Tax Audit/Auditing under Tally ERP/</li> <li>Overview on Accounting Standards &amp; Important Standards on Auditing</li> <li>Corporate Law – Overview on Provisions related to Appointment of Women Independent Director and other related Important Provisions/CARO/IFC/Online filing of various forms under Companies Act 2013</li> <li>Organizing the recruitment drive in CA Firms as well as networking with them</li> </ol>	

### FACULTY DEVELOPMENT PROGRAMME

<b>Duration</b>	2 Days	minimum 15- 20 Women members (For small & medium branches) minimum 25 - 30 Women members (For Large & mega branches)
<b>CPE</b>	12 hrs	
<b>highlights</b>	Shall be aimed at training Women Members for the role of faculty at different programmes/ Certificate Courses/Post Qualification Courses conducted by ICAI & other educational institutes	
<b>Course Content</b>	<ol style="list-style-type: none"> <li>General Management</li> <li>Effective Communication Skills</li> <li>Latest Training Tools &amp; Technologies</li> <li>Established Professional Network &amp; Social Networking</li> </ol>	

### IT WORKSHOP

<b>Duration</b>	4 Days	minimum 15-20 Women members (For small & medium Branches) minimum 25-30 Women members (For Large & Mega Branches)
<b>CPE</b>	16 hrs	
<b>highlights</b>	<ul style="list-style-type: none"> <li>Shall be organized keeping in view the time gap/break which female members take because of personal reasons.</li> <li>Aims to provide opportunity to the female members to brush up their professional skills and resume their careers with updated knowledge in I.T.</li> </ul>	
<b>Course Content</b>	<ol style="list-style-type: none"> <li>Using the Power of Microsoft WORD for Business Communication and Email etiquettes</li> <li>Art of using Microsoft EXCEL for Data Analytics</li> <li>Art of presentation using Microsoft POWER POINT</li> <li>CAAT Tools for Auditors – IDEA</li> </ol>	
<b>Venue</b>	IT Labs in ICAI Branch & RC Premises	

### PROGRAMME ON GST

<b>Duration</b>	1 Day/2 Days Programme	minimum 15-20 Women members (For small & medium branches) minimum 25-30 Women members (For Large & mega branches)
<b>CPE</b>	6 hrs/12 hrs	
<b>highlights</b>	Shall be aimed at providing knowledge to Women Members and to prepare them for the phase of transition with the implementation of GST from 1st July 2017	
<b>Course Content</b>	<ol style="list-style-type: none"> <li>Brief Concept of Modern GST Law including concept of CGST, SGST &amp; IGSTC</li> <li>Concept of Supply, Levy &amp; Composition, Exemption from tax</li> <li>Tax Credit(Capital Goods, Services and Input)</li> <li>Important transitional provisions and its Impact on Business</li> <li>Major Changes – existing CX and ST regime Vs proposed GST regime</li> <li>INPUT Tax credit and ITC Rules</li> <li>IGST and Procedures (Payment, Return ,Refund)</li> </ol>	

### TRAINING PROGRAMME FOR WOMEN INDEPENDENT DIRECTORS

<b>Duration</b>	2 Days Programme	minimum 15- 20 Women members (For small & medium branches) minimum 25 - 30 Women members (For Large & mega branches)
<b>CPE</b>	12 hrs	
<b>highlights</b>	<ul style="list-style-type: none"> <li>Shall provide insights into the amendments of the new Companies Act which implements the participation of at least one woman director in the Board of Companies</li> <li>Shall aim towards enhancing skills, knowledge and professional competence of women members who are desirous of holding a position as a director.</li> </ul>	
<b>Course Content</b>	<ol style="list-style-type: none"> <li>Overview and governance perspective</li> <li>Role &amp; presence of Women Directors on board</li> <li>Familiarity with legal aspects associated with discharging director's duties</li> <li>Being in audit committee -roles &amp; responsibilities thereof</li> <li>Enhancing board performance-assessing competencies of the directors</li> <li>Opportunities for women CA on board</li> <li>Conduction of mock board meeting</li> </ol>	

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Chairperson

Vice Chairman

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